

SPF/SIG Advisory Council
Meeting Minutes
May 1, 2007
History Reference Room 211
Indiana State Library 140 N. Senate Street

I. Welcome and Introductions-Mark Frisbie Chair

In order to allow sufficient time for members to find arrive at the State Library and the achievement of a quorum the meeting began late at 9:20 AM

In attendance: Louise Anderson, Dean Babcock, Jeff Barber, Cathy Boggs (proxy John Viernes), Linda Chezem (Proxy Kim Manlove), Mike Cunegin, Jason Hutchens , Lisa Hutchenson, Mike Kramer (Proxy Mike Cunegin), Celia Leaird, Bob Levy, Tammy Loew , Heather McCarthy (proxy Tameka Burnett), Jim Noffsinger (Proxy Tammy Loew), Paula Parker-Sawyers (proxy Jessica Parks) Jim Ryser (Proxy Mark Frisbie), Matt Strittmatter, Karla Sneegas, Carolyn Waller, Dennis Wichern (Kim Manlove), Gary Williams (Proxy Marcia French).

Staff: Eric Wright, Sonja Cleveland, Mary Lay, Barbara Sietz deMartinez, Ruth Gassman, Harold Kooreman, Maggie Lewis-London, Kim Manlove, Mark Frisbie, Tonia Richards, Marcia French.

II. Meeting Procedures and Quorum Determination-Mark Frisbie

Quorum was achieved

III. Approval of the Minutes of March 20th-Kim Manlove

Meeting minutes for March 20, 2007 and the January 23, 2007 meeting of the GAC were reviewed and approved.

First by Louis Anderson

Second by Mike Cunegin

Motion approved unanimously.

IV. Updates

1. Finance Workgroup-John Viernes

John Viernes reported dollars are starting to move through SPF/SIG, primarily for staffing for May-March 2007. Approximately, \$120, 000 in administration costs. Fairbanks contract for July 1, 2007 has been completed and sent out to Fairbanks for signature. The Fairbanks contract was reduced \$50,000 that will be used to help defray costs incurred by CJI Community Consultants on behalf of the Project.

2. Project Staffing report-Kim Manlove

Kim Manlove reported two new staff, Tonia Richards and April Angermeier who are new to DMHA. Tonia Richards is the CSAP Prevention Fellow and is a Drug Free Communities Director. April is on a site visit with Dave Bozell and will be attending workgroup and GAC meetings.

3. Executive Committee Report-Jason Hutchens

Jason Hutchens reported the Executive Committee (EC) covered three important issues at their last meeting.

- a) The Grant Review Process-how the process would roll out and ensuring that everyone was on the same page. The EC wanted to be clear about those who are denied and make sure that the rational was well

documented. Consultation with the Governor's Office on who would actually announce the awards.

- b) Cultural Competency Workgroup (CCW)-Maggie reported April 18th was the first meeting and that the workgroup contains broad representation. The initial meeting was organizational in nature and provided an opportunity for members to get acquainted professionally and personally. They have scheduled their next meeting for Wednesday May 16th.
- c) Governors Youth Advisory Council
Jason reported the Youth Advisory Council still needs endorsement and approval by the Chair as well as the Governor's formal approval. Mark stated ICJI's POY youth group already exists and consideration should be made to utilize this group in some form. Marcia stated she had made contact with Scott Tittle, Mike Cunegin, Mark Frisbie, John Viernes, and Cathy Boggs about the formation of the Council. Discussion was deferred until Eric Wright could address the purpose of the group in more depth during his SEOW report.

4. SEOW-Eric Wright

- Eric Wright reported that the Youth Council members would learn the SPF process. He indicated that CSAP had asked for SPF SIG Projects to include youth voices and expand them across the state. Youth has an understanding of what is going on around the community and can help identify the gaps in the Epidemiological data. The Youth Council can help advocate for better data. One way would be to help advocate for universal school data by talking to superintendents, teachers, and community. Second, the youth know about the causes and consequences of the substance abuse. Data can be gathered by having focus groups and youth discussions across the state.
- Eric reported that all graphs have been updated and the next State Epi Profile will be larger with new and more interesting data. He gave a brief preview by stating that there are no dramatic shifts in prevalence data but rather slight differences. The Workgroup is also looking at developing an evaluation protocol and finalized forms for community level use. Behavior/Consequence measures for grantees will be drafted by the July 1, 2007 meeting.
- Eric reported that Marion Greene has stepped in as full time Chief Epidemiologist.
- Jason asked about the future role of SEOW, its sustainability and if there has been discussion on this topic. Eric stated it's an issue for the SEOW to discuss and then lay out a framework. Jason stated John Barnes is extremely interested in the sustainability and use of SEOW outside of the SPF SIG Process.
- Eric stated he will be presenting at the IPHA Indiana Public Health Association held in Bloomington.
- Mark Frisbie revisited the earlier discussion of the Youth Initiative, asking if it is duplicating other youth initiatives in Indiana such as the ICJI POY group. Jason stated it was time to "re-tweak" the POY group, and that since they were already established the Governor might welcome that idea of utilizing an existing group. He also stated it could be another funding mechanism for POY in supporting the SPF SIG Project. Jeff Barber asked how the POY group would work in view of the fact that most of the SPF SIG target priorities were for 18-25 year olds and the POY group is primarily

composed of high school age youth. Marcia stated she spoke with Laura Coykendall to determine their mission and focus. Marcia also stated that she spoke with CSAP and indicated that the intent of the Youth Council would be to learn the SPF process. She also stated that other youth organizations such as IYI and LEAD could benefit from the youth council which would be a temporary group with the purpose to teach these other youth groups the SPF process. Marcia also stated that Indiana could serve as a model to other states with this initiative. Jason re-stated his concerns about the Youth group not having a formal endorsement by chair and governor. John Viernes said the original impetus for the formation of the Youth group stemmed from a CSAP recommendation who asked Indiana to move forward. He also asked for clarification as to what POY actually does? Sonja Cleveland stated they just revised the strategic plan during the POY's week long retreat last year that preparations are underway to do the same this coming summer. POY develops logic models and looks at data research. Examples of the past couple of POY's initiatives were seat belt laws in trucks and Driver's Education programs becoming more accessible. Sonja stated the focus of the organization was driven by federal funding. John stated that DMHA funds the Lake County-Gary LEAD group and that POY and LEAD need to be folded into one and not duplicate. Jeff Barber stated again that college representation is missing in all these groups and that whatever is done should dovetail with what other organizations are doing. He also indicated that some organizations may have limiting initiatives based upon how and why they were organized, which might mean the most appropriate new youth group would be a hybrid of existing organizations (i.e. IYI, LEAD, SADD). He stressed that we should do everything we can to tap into existing youth groups for membership and not duplicate services. Bob Levy read from the GAC By-Laws and offered a motion that the Chair of the Advisory Council designate a Workgroup to determine youth involvement and come back to GAC with recommendations. Louise seconded it and it was approved unanimously. Members will include Marcia French, Jeff Barber, Tammy Loew, Eric Wright, Terry Jenkins, Dave Bozell, Jason Hutchens, and Mark Frisbie. Additional members will be added as needed.

5. Evaluation Workgroup-Bob Levy

Approximately 340 community surveys have been returned and a report will be prepared for the next meeting of the GAC. Eric Wright has forms from Westat for process evaluation for grantees. The evaluation forms for meetings will be revised and shortened but will still ensure relevant data with a separate survey being developed to take temperature of GAC processes. The workgroup will look at those who did not apply and why.

6. Training and Outreach Workgroup-Paula Parker-Sawyers

Jessica Parks reported for Paula. She indicated that the first mandatory training will be July 1, 2007 for grantees from 10 am to 4 pm with the location TBD. The training will be an overview of the SPF process and how to form an LEOW. The week of July 9 will begin site visits with 2 teams of 3-one team for Northern and one for Southern grantees. Members of the group have submitted proposals for SPF SIG sessions at MVOV. The 9th issue of the newsletter has gone out and the next issue's topics have not been determined, but will include trainings and SPF updates.

7. Cultural Competency-Maggie Lewis

Nothing further beyond what was already reported.

V. Grant Review Workgroup Report Presentation-Jeff Barber

Please refer to PowerPoint Presentation attached. Jeff thanked the grant reviewers for their hard work and keeping to the process.

VI. Indiana SPF SIG Funding Resolution-Jeff Barber/Eric Wright

Eric Wright described the options for funding 10, 12, or 15 grants. He stated that it was important that the GAC remain true to the SPF SIG process and recommended not funding 15 grantee because that would mean to little funding to have an impact or provide effective outcomes. On the other hand funding 10 grantees could be too much money for the level that most grantees will be starting from. Consequently the Grant Review Workgroup recommended balanced funding for 12 grantees. Eric also explained the runners-up list and the role it would play should a selected grantee no be able to perform their responsibilities satisfactorily. (See attachment).

Bob Levy offered a motion to accept the Grant Review Workgroup's resolution for funding 12 grantees.

Tammy Loew seconded the motion.

The motion passed unanimously.

VII. Announcements and Future Agenda Items-Council

Louise Anderson asked Kim Manlove about the reference in the March GAC meeting in which he was to check with DOA regarding policies and requirements with regard to providing feedback to unsuccessful applicants. Kim stated that DOA does not provide feedback to unsuccessful grant applicants.

VIII. Next Meeting Date-July 24th, 2007

IX. Adjournment-Mark @ 10:16 am